

Employee Name:

Claim #



## **KING COUNTY ON SITE JOB ANALYSIS**

**JOB TITLE:** Carpenter I

**JOB CLASSIFICATION:** Carpenter I

**DOT TITLE:** Carpenter

**DOT NUMBER:** 861.381-022

**DEPARTMENT:** Executive Services

**DIVISION:** Facilities Management

**# OF POSITIONS IN THE DEPARTMENT WITH THIS JOB TITLE:** 2

**JOB STATUS:** FT, Career Service.

**ADDRESS OF WORKSITE:**

3005 NE 4<sup>th</sup> Street  
Renton, WA 98056

**CONTACT'S NAME:** Larry Kimble

**CONTACT'S PHONE:** 206-205-7534

**CONTACT'S JOB TITLE:** Supervisor III/Maintenance Supervisor

**DATE COMPLETED:** 8/4/03

**DATE REVIEWED** 5/9/08

**WORK HOURS:**

7:00am to 3:30pm; 8 hours per day, 5 days per week. During the summer hours workers have the option to work 10 hours per day, four days per week.

**OVERTIME:** Rare, 60 hours per year. Overtime can be required on an emergency basis on a rare occasion.

**JOB DESCRIPTION:**

Performing journey-level carpentry activities including the construction, repair and maintenance of equipment, buildings and other structures.

**ESSENTIAL ABILITIES FOR ALL KING COUNTY JOB CLASSIFICATIONS:**

1. Ability to demonstrate predictable, reliable, and timely attendance.
2. Ability to follow written and verbal directions and to complete assigned tasks on schedule.
3. Ability to read, write & communicate in English and understand basic math.
4. Ability to learn from directions, observations, and mistakes, and apply procedures using good judgment.
5. Ability to work independently or part of a team; ability to interact appropriately with others.
6. Ability to work with supervision, receiving instructions/feedback, coaching/counseling and/or action/discipline.

### **JOB SPECIFIC REQUIREMENTS:**

Completion of a verifiable apprenticeship program and at least two years of full time paid experience as a journey-level carpenter or experience equivalent. Knowledge of basic mathematical formulas, construction terminology, occupational hazards and safety precautions of the trade. Knowledge of qualities, grades, uses and adaptability of various wood and wood products and related materials used in all types of carpentry. Ability to clearly communicate orally and in writing. Demonstrated skill in the use, operation and care of tools, machinery and equipment used in the carpentry and locksmith trades. Must possess valid WDL or the ability to travel throughout King County in a timely manner. Must successfully complete a background investigation. Must join the union within 30 days of hire.

### **ESSENTIAL FUNCTIONS Listed in order of importance:**

1. Install and repair doors, windows and related hardware, including locking mechanisms, closures, and keying systems, security doors and windows.
2. Maintain and repair all structural components of building including guardrails, fences, decks, floors, walls, ceilings, and roofs.
3. Maintain concrete and masonry structures including sidewalks and parking areas.
5. Operate and maintain a variety of carpentry hand and power tools and equipment.
6. Perform administrative tasks and basic record keeping.
7. When working as a locksmith, build and maintain doors, windows and all related hardware including locking mechanisms closures and re-glazing and maintain secure computer key coding system and inventory of all locking mechanisms for the facilities.

### **NON-ESSENTIAL FUNCTIONS:**

1. Participation in safety committee.
2. Participation in labor management committees.
3. Review of Capitol Projects.

### **TOOLS, MACHINES, EQUIPMENT, PRODUCTS, AND SERVICES USED:**

Various and tools including hammer, screwdriver, etc, power tools including table saw, miter saw, sanders, band saw, reciprocating saw, rotor hammer, nail gun, pole gun, drills, drill press, key machine, stilts, Ivy lift, Hi lift, cement mixer, laser level, county van or pickup truck (with a automatic transmission), phone, hard hat, cotton, .22 caliber percussion nailer, leather and rubber gloves, knee pads, ear plugs and muffs, rain suit and hat, body harness, safety glasses, respirator, dust mask, rubber boots and computer.

### **PHYSICAL DEMANDS AS JOB IS TYPICALLY PERFORMED:**

Continuously = occurs 66-100% of the time

Frequently = occurs 33-66% of the time

Occasionally = occurs 1-33% of the time

Rare = may occur less than 1% of the time

Never = does not ever occur (such demands are not listed)

**This job is classified as:** Heavy to Very Heavy

### **Standing**

Frequently on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for up to 2 hours at a time for up to 4 hours total in a work shift. Most commonly occurs while cutting keys and ceiling tiles, performing drywall duties, cutting materials such as lumber and assembling cubicles.

### **Walking**

Frequently to continuously on flat cement and linoleum surfaces for distances of up to ¼ mile for up to 10 minutes at a time, for up to 6 hours total in a work shift while transporting tools and materials to and from worksites such as a dock or various County facilities.

### **Sitting**

Frequently to continuously on padded office chair, stool or automobile seat for up to 2 hours at a time for up to 7 hours total in a work shift. Most commonly occurs while using computer, completing paperwork, installing flooring and driving a County vehicle as well as working on locks and keys.

### **Climbing stairs**

Occasionally for up to 2 minutes at a time while climbing 3 flights for up to 12 minutes total in a work shift. Most commonly occurs while using stairs to get to upper floors of County facilities as well as lower floors in aquatic facilities.

### **Climbing**

Occasionally on ladder or scaffolding to heights of 20 feet for up to 1 minute at a time for up to 20 minutes total in a work shift. Most commonly occurs while installing ceiling tiles and signs as well as working on overhead door assemblies and locks.

### **Balancing**

Continuously on wet floors, ladders, catwalks and scaffolding at heights of up to 20 feet for up to 2 hours at a time and up to 7 hours total in a work shift. Most commonly occurs while installing ceiling tiles, performing roof repair, walking on freshly mopped floors and walking through the loading dock area as well as working in areas such as a bathroom that may have slick floors.

### **Bending/Stooping**

Frequently to continuously on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for up to 2 hours at a time for up to 7 hours total in a work shift. Most commonly occurs while reaching for tools, installing flooring, re-grouting floor tiles, performing roof repair, installing ceiling tiles and working on items on the floor such as baseboard trim.

### **Kneeling**

Frequently to continuously on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for up to 2 hours at a time for up to 7 hours total in a work shift. Most commonly occurs while reaching for tools, installing flooring, performing roof repair, re-grouting floor tiles, installing ceiling tiles and working on items on the floor such as baseboard trim.

### **Crawling**

Frequently to continuously on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for up to 30 feet for up to 2 hours at a time for up to 7 hours total in a work shift. Most commonly occurs while installing flooring, working in a crawl space, performing roof repair, re-grouting floor tiles and working on items on the floor such as baseboard trim and carpet. Installation of base trim and carpet most commonly happens 3-4 times per year.

### **Crouching**

Frequently to continuously on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for up to 2 hours at a time for up to 7 hours total in a work shift. Most commonly occurs while reaching for tools, installing flooring, re-grouting floor tiles, installing ceiling tiles and working on items on the floor such as baseboard trim.

### **Operating Controls with Feet**

Frequently for up to 3 hours at a time for up to 6 hours total in a work shift while driving a County vehicle with an automatic transmission to various County locations as well as picking up parts and lumber for projects.

### **Reaching above shoulder height**

Frequently for up to 10 minutes at a time for up to 4 hours in a work shift while installing ceiling tiles and drywall, using the percussion nailer and hanging suspended ceilings as well as working on overhead door assemblies and locks.

### **Reaching at waist to shoulder height**

Continuously for up to 2 hours at a time for up to 7 hours total in a work shift. Most commonly occurs while using hand tools, driving a County vehicle with an automatic transmission, cutting keys, cutting materials, working on locks and performing bench work.

### **Reaching at knee to waist height**

Occasionally for up to 30 minutes at a time for up to 2 hours in a work shift while installing railings, installing drywall, sanding, working on locks and door handles as well as installing keyboard trays or wainscoting.

### **Reaching at floor to knee height**

Frequently to continuously on concrete, tile, vinyl, carpet, rubber mat or dirt surfaces for up to 2 hours at a time for up to 7 hours total in a work shift. Most commonly occurs while reaching for tools, installing flooring, re-grouting floor tiles, installing ceiling tiles and working on items on the floor such as baseboard trim.

### **Lifting 1-10 pounds**

Occasionally for up to 10 minutes at a time for up to 2 hours total in a work shift while utilizing hand and power tools, manipulating and holding materials and installing/removing locks.

### **Carrying 1-10- pounds**

Occasionally for distances of up to ¼ mile for up to 10 minutes at a time for up to 2 hours total in a work shift while transporting hand and power tools as well as materials.

### **Lifting 11-20 pounds**

Occasionally for up to 10 minutes at a time for up to 2 hours total in a work shift while performing carpentry tasks and using a roto-hammer as well as manipulating locks, tool boxes, ladders and tool kits as well as moving lumber such as 4x4 posts and 2x8 boards.

### **Carrying 11-20 pounds**

Occasionally for distances of up to ¼ mile for up to 10 minutes at a time for up to 2 hours total in a work shift while moving ladders and tools to and from work sites.

### **Lifting 21-50 pounds**

Rarely for up to 20 seconds at a time for up to 2 minutes total in a work shift while installing 35 to 40 pound partitions and bundles of metal studs as well as manipulating 20-foot 2x6 boards, 20-foot 2x10 boards, sheets of plywood, sheets of drywall and various pieces of lumber.

### **Carrying 21-50 pounds**

Occasionally for distances of up to 100 feet for up to 30 seconds at a time for up to 5 minutes total in a work shift while installing 35-40# partitions and moving building materials, lumber and toolboxes.

### **Lifting 51-100 pounds**

Rarely of sacks of cement and sheetrock for up to 10 seconds at a time for up to 5 minutes in a work shift while installing cement, ¾ inch sheets of plastic or sheetrock. The employee also manipulates posts and beams up to 100 pounds.

### **Carrying 51-100 pounds**

Rarely for distances of up to 100 feet for up to 3 minutes at a time for 1 minute total in a work shift. Most commonly occurs with weights of 60 to 75 pounds while mixing concrete and installing sheetrock. The employee may perform a two person lift of a 125 pound ¾ inch sheets of plastic or sheetrock. The employee also manipulates posts and beams up to 100 pounds.

### **Lifting 100+ pounds**

Rarely for up to 10 seconds at a time for up to 10 seconds total in a work shift while installing and or manipulating a 125 pound sheet of ¾ inch plastic or 1 and 1/8 inch plywood as well as sheetrock. The employee may also move a generator or pump on a rare occasion.

### **Carrying 100+ pounds**

Rarely for distances of up to 10 feet for up to 10 seconds at a time for up to 20 seconds total in a work shift while manipulating a 125 pound sheet of ¾ inch plastic or 1 and 1/8 inch plywood as well as sheetrock. The employee may also move a generator or pump on a rare occasion.

### **Pushing and Pulling**

Frequently with a force of 10-25 pounds for distances of up to 100 feet for up to 40 seconds at a time and up to 5 hours total in a work shift while moving a tool cart on concrete, tile, vinyl,

carpet, rubber mat or dirt surfaces as well as when shoveling and grading for concrete molds, pulling screed boards for molds, manipulating a pallet jack, drilling, using a hand truck and manipulating lumber.

### **Handling**

Continuously for up to 10 minutes at a time for up to 7 hours total in a work shift while using hand and power tools, manipulating building materials and driving a County vehicle with an automatic transmission.

### **Operating Controls with Hands**

Frequently for up to 3 hours at a time for up to 6 hours total in a work shift while using power tools, manipulating a computer mouse, driving a County vehicle with an automatic transmission and making keys. Use of power tools is most commonly performed in short durations of 30-40 seconds.

### **Fingering**

Continuously for up to 2 hours at a time for up to 7 hours total in a work shift while keyboarding, manipulating small pieces of hardware, manipulating screws and nails, working on locks and manipulating keys.

### **Talking**

Frequently for up to 20 minutes at a time for up to 4 hours total in a work shift while conversing with co-workers, superiors and vendors about job assignments and work orders as well as when obtaining bids and performing office work.

### **Hearing**

Frequently for up to 2 hours at a time for up to 4 hours total in a shift while conversing with co-workers, superiors and vendors as well as identifying equipment failure and potential hazards such as moving machinery, back up sirens and emergency vehicles.

### **Tasting/Smelling**

Rarely to detect mold for up to 1 minute at a time for up to 1 minute total in a work shift when unusual odors are detected. The employee also smells for equipment failure and fumes associated with paints, solvents and resins as well as acid wash in aquatic facilities.

### **Near acuity—clarity of vision at 20 inches or less**

Frequently for up to 1 hour at a time for up to 6 hours in a shift while using a key machine, riveting, screw assembly, measuring, reading work orders and marking walls.

### **Far acuity—clarity of vision at 20 feet or more**

Frequently for up to 3 hours at a time for up to 6 hours total in a work shift while driving a County vehicle and aligning lumber and forms to make sure they are straight.

### **Depth perception—three dimensional vision**

Frequently for up to 3 hours at a time for up to 6 hours total in a work shift while working from ladders and scaffolding, driving, drilling, identifying potential dangers and aligning lumber and forms to make sure they are straight.

**Field of vision—observing an area that can be seen up and down or right or left while eyes are fixed on a given point**

Continuously for up to 3 hours at a time for up to 6 hours total in a work shift while looking for potential dangers such as moving machinery and lifts.

**TEMPERAMENTS:**

Directing, controlling or planning activities of others - occasionally  
Performing repetitive or short-cycle work - frequently  
Influencing people in their opinions, attitudes and judgments – rarely  
Performing a variety of duties - continuously  
Expressing personal feelings - rarely  
Working alone or apart in physical isolation from others - occasionally  
Working effectively under stress - occasionally  
Attaining precise set limits, tolerances and standards - frequently  
Working under specific instructions – frequently to continuously  
Working with others - frequently to continuously  
Making judgments and decisions – occasionally

**ENVIRONMENTAL FACTORS:**

Work is performed in various King County facilities including office areas, aquatic centers and facilities under construction. The worker is exposed to multiple power and cutting tools as well as moving machinery. The noise level is quiet to very loud.

Workers may be exposed to:

Outside weather - frequently  
Extreme cold - rarely  
Extreme heat - occasionally  
Wet - occasionally  
Humidity/dampness- occasionally  
Fumes - occasionally  
Odors - occasionally  
Dust - frequently  
Mist - rarely  
Gases - rarely  
Poor ventilation - occasionally  
Moving mechanical parts - frequently  
Vibration - frequently  
Working in high, exposed places - occasionally  
Working with explosives - rarely  
Working with toxic or caustic chemicals - rarely

**POTENTIAL MODIFICATIONS TO JOB**

A cart can be used to reduce carrying.  
A motorized cart may be used to reduce walking.

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The worker can use a chair when working on some locks and door assemblies to reduce standing.

A County vehicle can be used to reduce walking.

A genie hand crank lift can be utilized to reduce heavy lifting.

A boom truck could reduce climbing and carrying of ladders.

A lift back truck could be utilized to reduce heavy lifting.

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Signature & title of evaluator

Date

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Signature & title of contact

Date

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Signature & title of employee

Date



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### HEALTH CARE PROVIDER SECTION

Check all that apply

☐ The employee is released to perform the described duties without restrictions on performance or work hours.

☐ The employee is released to perform the described duties on a reduced schedule. The recommended schedule is:

\_\_\_\_\_  
\_\_\_\_\_  
☐ Temporary until \_\_\_\_\_ ☐ Permanent as of \_\_\_\_\_

☐ The employee is released to perform the described job with the following modifications:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
☐ Temporary until \_\_\_\_\_ ☐ Permanent as of \_\_\_\_\_

☐ The employee is not released to perform the described duties due to the following job functions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
☐ Temporary until \_\_\_\_\_ ☐ Permanent effective \_\_\_\_\_

☐ The employee is unable to work in any capacity.  
A release to work is: ☐ anticipated by \_\_\_\_\_ ☐ Not expected

The limitations are due to the following objective medical findings:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Printed or typed name and phone number of Health Care Provider

\_\_\_\_\_  
Signature of Health Care Provider

\_\_\_\_\_  
Date